

EMPLOYER  
NEWSLETTER

FIRST  
QUARTER  
2016

The Unemployment  
Program wants to  
hear from you!

We are always striving to  
improve our service and  
relationship with the  
employer community.  
Please let us know how  
we're doing by taking a  
little time to complete a  
customer service survey:

UI Tax:

[www.azdes.gov/  
uitaxsurvey](http://www.azdes.gov/uitaxsurvey)

We're on the web:  
[www.azuitax.com](http://www.azuitax.com)



Important Info!

Learn more about:  
Electronic Filing  
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methods —  
Visit our website at  
[www.azuitax.com](http://www.azuitax.com)  
and click on  
Online Services for  
Employers



## DEPARTMENT OF ECONOMIC SECURITY

*Your Partner For A Stronger Arizona*

April 2016

### Important Changes about your Quarterly Filing

**Important note about your taxes:** The statutes requiring employers to pay the Arizona Job Training Tax (A.R.S. § 23-769, and 41-1544) have been repealed effective January 1, 2016.

**What are the changes in Senate Bill 1471 and when do these changes go into effect?**

Response: The table below outlines the policy impacted, the current rules, the Senate Bill 1471 changes and the effective date of the changes:

Rule Impacted	Prior	Senate Bill 1471 Change	When
<b>Arizona Job Training Tax (JTT)</b>	Effective January 1, 2001, Arizona law imposed a 0.10% Job Training Tax on taxable wages. Unless certain exempt criteria apply, all Arizona Unemployment Insurance (UI) taxpayers are subject to pay JTT on taxable wages.	Arizona UI Taxpayers are <u>no longer</u> subject to pay JTT on taxable wages.	Effective for taxable wages submitted for <b>Q1/2016 or later.</b>  Q1 = (Jan, Feb, March)
<b>UI Tax payment due less than \$9.99 Exemption</b>	From and after December 31, 2004, the payment of combined contributions and JTT is not required if the total quarterly amount of the contributions is less than ten dollars (\$9.99 or less).	The \$9.99 exemption no longer applies. All Arizona UI Taxpayers must pay the total UI Tax owed <b>regardless</b> of the amount.	Effective for taxable wages submitted for <b>Q1/2016 or later.</b>

If you have additional questions about any of these changes, please contact the Employer Accounting Unit at (602) 771-6601 or [UITAccounting@azdes.gov](mailto:UITAccounting@azdes.gov)

### Buying or Selling a Business?



Before acquiring a business that is liable for Arizona Unemployment Insurance Taxes, it is recommended that the buyer/successor have the predecessor employer request a letter of good standing from the Unemployment Insurance Tax Section (UI).

A.R.S. 23-733 (D) & (E) provides that the successor employer of a business shall be held equally liable for any Unemployment taxes, interest and penalties due and unpaid from the predecessor and that a lien may be filed against the successor, attaching to the property or assets acquired in the ownership transfer. A letter of good standing gives peace of mind to the successor by verifying that the predecessor has met their UI Tax obligations prior to the acquisition of the business.

A letter of good standing must be requested in writing and signed by the owner of the business. All requests must be faxed to (602) 532-5536 or mailed to:

Arizona Department of Economic Security  
Unemployment Tax Division  
Collection Unit (911B)  
P O Box 6028  
Phoenix, AZ 85005

If you have additional questions, contact the Collection Unit at (602) 771-6604.

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**Unemployment Tax  
Central Office**  
PO Box 6028  
Phoenix, AZ 85005-6028  
4000 N. Central Ave. Ste. 500  
Phoenix, AZ 85012

**UI Tax Phone:** 602-771-6606

**UI Benefits Phone:** 602-364-2722  
**Toll Free:** 877-600-2722  
**Email:** [AZCallCenter@azdes.gov](mailto:AZCallCenter@azdes.gov)



Unemployment Insurance  
Employer Outreach /  
Education Program:

[UIOutreach@azdes.gov](mailto:UIOutreach@azdes.gov)

**For more information  
on electronic filing—  
visit our website:**

**[www.azuitax.com](http://www.azuitax.com)**

**or contact the  
Employer Accounting**

**Unit at:  
602-771-6601**

**Arizona Department of Economic Security - Your Partner for a Stronger Arizona**

## Reporting Newly Hired Employees

New hire reporting is mandated by law in all 50 states and is essential to helping children receive the support they deserve. One of the main goals of new hire reporting legislation is to make it as easy as possible for employers to comply. Federal and state statute requires that all employers report newly-hired, re-hired and temporary employees to a state directory of New Hires within **20 days** of their hire date.

All employers are required to report the following information:

- Employer's Federal Employer Identification Number (FEIN)
- Employer's Name
- Employer's Full Address
- Employee's Name (First, Middle, Last)
- Employee's Full Address
- Employee's Social Security Number
- Employee's Start Date (Date the employee works for wages)



The benefits of employers reporting newly hired, re-hired and temporary employees are:

- Expedites collection of child support from parents who change jobs frequently
- Locates parents to assist in establishing paternity and child support orders.
- Reduces welfare fraud by detecting unlawful/erroneous public assistance payments, workers compensation and unemployment over-payments.

Employers are a key partner in ensuring the financial stability of many children and families and should take pride in their integral role. On behalf of Arizona's children, we thank you for your partnership in new hire reporting.

For more information on how to report New Hires, please visit us at, <https://az-newhire.com/>. For further information on employer resources or to attend one of our quarterly Employer Seminars, please contact the Division of Child Support's Employer Relations Team, directly by email to register at: [DCSSEmployerCentral@azdes.gov](mailto:DCSSEmployerCentral@azdes.gov).

## Are You Using a Third Party Administrator (TPA)?

If you currently use, or are planning to use, a Third Party Administrator (payroll company, CPA, Accountant, etc.) to handle your Unemployment Insurance Filings (either Tax or Benefits related items), you must complete a Limited Power of Attorney (POA) form granting our Department authorization to work with the TPA on your behalf.

Without this form, the Department will be unable to provide any information to your TPA, which may result in delays in your filing and responses being prepared and submitted by them.

For more information, or to obtain a blank Limited Power of Attorney form, please visit our website at [www.azuitax.com](http://www.azuitax.com)

Equal Opportunity Employer/Program • Under Titles VI and VII of the Civil Rights Act of 1964 (Title VI & VII), and the Americans with Disabilities Act of 1990 (ADA), Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and Title II of the Genetic Information Nondiscrimination Act (GINA) of 2008, the Department prohibits discrimination in admissions, programs, services, activities, or employment based on race, color, religion, sex, national origin, age, disability, genetics and retaliation. The Department must make a reasonable accommodation to allow a person with a disability to take part in a program, service or activity. For example, this means if necessary, the Department must provide sign language interpreters for people who are deaf, a wheelchair accessible location, or enlarged print materials. It also means that the Department will take any other reasonable action that allows you to take part in and understand a program or activity, including making reasonable changes to an activity. If you believe that you will not be able to understand or take part in a program or activity because of your disability, please let us know of your disability needs in advance if at all possible. To request this document in alternative format or for further information about this policy, contact the UI Tax office at 602-771-6606; TTY/TDD Services: 7-1-1. • Free language assistance for DES services is available upon request. • Ayuda gratuita con traducciones relacionadas a los servicios del DES está disponible a solicitud del cliente.